

**REGULAR MEETING OF COUNCIL
SUMMER VILLAGE OF ITASKA
December 2, 2015
IN ROOM 530
LEDUC COUNTY ADMINISTRATION OFFICE**

PRESENT:

Present at the meeting were:

MAYOR	Ralph Johnston
COUNCILLORS	Rex Nielsen Rick Redl
CHIEF ADMINISTRATIVE OFFICER	June Boyda

CALL TO ORDER:

The meeting was called to order by Mayor Johnston at 6:58 p.m.

ADDITIONS, DELETIONS AND ADOPTION OF AGENDA:

Res. #061/15 Moved by Councillor Nielsen that the Regular Council Meeting agenda is
Agenda hereby adopted as presented.

CARRIED

ADOPTION OF MINUTES:

Res. #062/15 Moved by Councillor Redl that the Organizational Council Meeting Minutes of
Minutes August 19, 2015 are hereby approved as presented.

CARRIED

Res. #063/15 Moved by Councillor Nielsen that the Regular Council Meeting Minutes of
Minutes August 19, 2015 are hereby approved as presented.

CARRIED

DELEGATIONS:

West Central Planning Agency

Anna Lim and Jason Tran from West Central Planning Agency were in attendance to discuss the process for a review of the Land Use Bylaw.

The entirety of the bylaw will be reviewed to ensure it still meets all regulations, and to incorporate elements of the Model Land Use Bylaw to have environmental protection of the lake for development built into the Land Use Bylaw.

West Central Planning will prepare a Memorandum of Understanding, to present back to Council. Their initial estimate was that it could cost \$5,000 – \$10,000.

A separate quote will be requested from Itaska Beach's development officer, to complete the work or to review the final draft.

ATCO Gas – Franchise Agreement

Todd Phipps, Manager of Red Deer Pipeline Operations, & Brad Driscoll of ATCO Gas were in attendance to discuss the new franchise agreement.

In a 5-year rotation, they inspect the distribution system to prevent leaks and ensure integrity.

ATCO Gas has served Itaska Beach since 1982, by the office in Wetaskiwin, and provides service to 56 customers.

The fee is for exclusive use of municipal right-of-ways for installation of ATCO Gas's distribution system.

Having one company service a municipality is good during an emergency, because if a fire department needs to contact the gas company, they would have one contact, rather than trying to figure out who is responsible for the gas line. By entering into the agreement, Itaska Beach gets to collect a franchise fee and receive the core services as laid out in the agreement. There is no cost for relocating lines if ATCO Gas is given the appropriate notice.

Res. #064/15 Moved by Mayor Johnston that Bylaw #2015-02 is hereby given first reading.
Bylaw

CARRIED

Res. #065/15 Moved by Councillor Redl that the Form of Application for the "Renewal of a
Agreement Natural Gas Franchise Agreement" is hereby approved as presented.

CARRIED

Res. #066/15 Moved by Councillor Nielsen that the Natural Gas Distribution System
Agreement Franchise Agreement with ATCO Gas and Pipelines Ltd. is hereby approved
for a ten year term, and Mayor Johnston is authorized to initial the pages of the
agreement. Fill out term in both agreements (near the beginning) – what's the
start date

CARRIED

BYLAWS and POLICIES: none

C.A.O.'s REPORT:

The tax planning documents are to be posted on the Summer Village website from a link from the Association of Summer Villages of Alberta website.

Res. #067/15 Moved by Mayor Johnston that the C.A.O.'s report dated August 5 – November
Report 25, 2015 is hereby approved.

CARRIED

FINANCE:**Bank Reconciliation – August, 2015**

Res. #068/15 Moved by Councillor Nielsen that the Bank Reconciliation for August, 2015, is
Bank hereby approved.
Reconciliation

CARRIED

Bank Reconciliation – September, 2015

Res. #069/15 Moved by Mayor Johnston that the Bank Reconciliation for September, 2015, is
Bank hereby approved.
Reconciliation

CARRIED

Bank Reconciliation – October, 2015

Res. #070/15 Moved by Councillor Redl that the Bank Reconciliation for October, 2015, is
Bank hereby approved.
Reconciliation

CARRIED

Balance Sheet and Income & Expense – October 30, 2015

Res. #071/15 Moved by Councillor Nielsen that the Balance Sheet ending October 30, 2015,
Financial and the Income / Expense Statements for January 1 – October 30, 2015 are
Statements hereby approved as presented.

CARRIED

Accounts Payable Cheque Listing – August 1 – October 31, 2015

Council agreed to accept this correspondence as information.

General Ledger Transaction History – January 1 – October 30, 2015

Council agreed to accept this correspondence as information.

Outstanding Taxes – November 23, 2015

Council agreed to accept this correspondence as information.

53 Itaska Beach – Tax Penalty Cancellation Request

Council did not cancel the tax penalty and agreed to accept this correspondence as information.

2016 Interim Budget

Res. #072/15 Budget Moved by Councillor Nielsen that the 2016 Interim Budget is hereby approved as amended.

CARRIED

Muniware – Software Installation

Res. #073/15 Budget Moved by Councillor Redl that Muniware Financial Software installation cost of approximately \$255 is hereby approved.

CARRIED

Municipal Sustainability Initiative – Capital Funding Approval

Council agreed to accept this correspondence as information.

Water Quality Reserve

Res. #074/15 Reserve Fund Moved by Mayor Johnston that \$12,450 be moved into a “Water Quality Reserve Fund” to be used for water quality improvement projects, including research and testing.

CARRIED

Electronic Upgrade – Project Modification

Res. #075/15 Grant Project Moved by Councillor Nielsen that the Electronic Record Digitization and Office Upgrade project applied for under the Municipal Sustainability Initiative Capital Project be amended to change the amount from \$11,600 to \$16,770, with the addition of an iPad for the office, cases for the iPads, and a microphone and speaker system.

CARRIED

TACTICAL LIST:

Council reviewed and updated the tactical list, and Council focus objectives for 2015.

NEW BUSINESS:**Council Reports**

Council reports will be given during the next Regular Council Meeting.

DP 15-01 – Development Report

Council agreed to accept this correspondence as information.

Assessment Review Board – 2016 – 2018 Agreement

Res. #076/15 Agreement Moved by Councillor Redl that the agreement with Capital Region Assessment Services Commission for assessment review board services is hereby approved.
CARRIED

CAO Amending Agreement

Res. #077/15 Agreement Moved by Mayor Johnston that Chief Administrative Officer's Amending Agreement is hereby approved.
CARRIED

R.C.M.P. – 2016 Enhanced Policing Agreement

Advise the RCMP that Council would like to see more public relations – talking to people on the street that are out.

Res. #078/15 Agreement Moved by Councillor Nielsen that 2016 Enhanced Policing Agreement for RCMP Member(s) for a Specified Period of Time is hereby approved.
CARRIED

Seniuk & Company Chartered Accountants – 2015 Audit Engagement Letter

Res. #079/15 Agreement Moved by Councillor Redl that 2015 Audit Engagement Letter with Seniuk & Company Chartered Accountants is hereby approved.
CARRIED

Jubilee Insurance Agency – Claims Rated Distribution Model

Council agreed to accept this correspondence as information.

Pigeon Lake Watershed Association – Letter of Support

Res. #080/15 Support Moved by Mayor Johnston that a letter of support be drafted for the Pigeon Lake Watershed Society, which would be used when they are applying for grants, but would not bind the Summer Village of Itaska Beach in any obligations or financial assistance.
CARRIED

Alliance of Pigeon Lake Municipalities – What We've Done Brochure

Res. #081/15 Agreement Moved by Councillor Nielsen that the "What We've Done Brochure" be distributed to the residents via the website, and an electronic newsletter, with any resident being mailed a copy if they do not have an email address on file.
CARRIED

Algae Harvester Grant – Support Request

Res. #082/15 Support Moved by Councillor Nielsen that the Summer Village of Itaska Beach support the Community Partnership Grant application being made by the Summer Village of Grandview for the feasibility study, field test, and research project of an algae harvester as a possible means of mitigating the effects of cyanobacteria blooms in Alberta’s lakes. This grant will provide many benefits to the Summer Village including the delivery of services to our residents with the anticipated improvement in water quality of our lake.

CARRIED

County of Wetaskiwin – Ice and Water Rescue

Council agreed to accept this correspondence as information.

Coal Fired Stations

Council agreed to accept this correspondence as information.

Green Energy Alliance of Alberta – Guide for Municipalities

Council agreed to accept this correspondence as information.

ADMINISTRATIVE MATTERS:

Itaska Signage Case Study

Council agreed to accept this correspondence as information.

Land Title Change

Council agreed to accept this correspondence as information.

AUMA 2015 Convention

Council agreed to accept this correspondence as information.

ASVA 2015 Convention

Council agreed to accept this correspondence as information.

Tree Removal

Council agreed to accept this correspondence as information.

Shrub Clearing

Council agreed to accept this correspondence as information.

CORRESPONDENCE:

- 1 Website Analytics – August, 2015
- 2 Website Analytics – September, 2015
- 3 Website Analytics – October, 2015
- 4 Website Analytics – Annual: November 1, 2014 – November 1, 2015
- 5 Website – Search Engine Optimization Upgrades
- 6 Pigeon Lake Watershed Management Plan Minutes – July 17, 2015
- 7 Pigeon Lake Watershed Management Plan Minutes – September 18, 2015
- 8 Pigeon Lake Watershed Management Plan Minutes – October 16, 2015
- 9 ASVA – 2014-15 Annual Report
- 10 Minister of Municipal Affairs – Honourable Danielle Larivee
- 11 Pigeon Lake Watershed Association – Project Manager Announcement
- 12 AUMA – Board News October, 2015
- 13 Zebra Mussels on Lake Winnipeg

Council agreed to accept this correspondence as information.

DATE OF NEXT MEETING:

February 17, 2016 – Regular Council Meeting

EXECUTIVE SESSION (in-camera): none

ADJOURNMENT:

Res. #083/15 Moved by Councillor Redl that the Regular Council meeting of December 2,
Adjournment 2015 is hereby adjourned at 10:08 p.m.

CARRIED

THESE MINUTES ADOPTED BY COUNCIL THIS 17th DAY OF FEBRUARY, 2016

MAYOR

CHIEF ADMINISTRATIVE OFFICER